Athena SWAN School Newsletter – Spring 2016

Athena SWAN recognises advancement of gender equality: representation, progression and success for all [http://www.ecu.ac.uk/equality-charters/athena-swan/](http://www.ecu.ac.uk/equality-charters/athena-swan/)

The Athena SWAN charter

Since May 2015 the charter has been expanded to ensure that all work to tackle gender equality is recognised and encouraged. We aim to engage all colleagues and students in the Athena SWAN process, irrespective of gender or job role. Athena SWAN is concerned with representation; the progression of students into academia; our journey through career milestones; and the working environment for academic, professional and technical staff in the School.

Athena SWAN Champion’s Update – Wendy Wills

The last few months have been busy ones for the School Assessment Team (SAT). The work required to prepare our Silver application for the end of November has been divided up amongst members of the SAT and small working groups have started collating and analysing data; drafting posters to display around the School; organising events for staff in HSK and LMS and considering whether and how to involve students in the Athena SWAN process. I hope you are starting to feel that the principles of Athena SWAN are embedded in ‘what we do’ but in order to really show progress we need your help. Please attend some of the planned events; participate in the staff survey that will shortly be emailed to you; ask questions of your department liaisons about Athena SWAN [details later in the newsletter] or get in touch with news or stories relating to staff or student success or initiatives that will help us address equality issues in HSK. My email address is w.j.wills@herts.ac.uk and I would be delighted to hear from you.

Events for HSK and LMS staff

A work/life balance and life coaching event was held in February and positively evaluated and the walk for International Women’s Day in March was enjoyed by many, helped along by the delicious cakes served afterwards. Donations of more than £40 were sent to our chosen charity of Womankind [https://www.womankind.org.uk/](https://www.womankind.org.uk/).

For forthcoming events include:

**10th May 12-14:00 in B400 – Understanding the Menopause**: A workshop (including lunch) led by Norma Goldman ([http://menopause-exchange.co.uk/index.htm](http://menopause-exchange.co.uk/index.htm)) followed by a focus group to learn more about women’s views on how the menopause represents a challenge in the workplace. This event is nearly at capacity – to reserve a place or indicate your interest in attending future events please email Tina Saunders [t.saunders@herts.ac.uk](mailto:t.saunders@herts.ac.uk).

**26th May 10-11:30 in B400 - Working Parents Network launch**: An opportunity for working parents or prospective parents to join a friendly network where ideas and experiences can be shared around being a parent and working at the University. Both women and men are welcome to attend; coffee/tea and cake will be available. To book a place or to register your interest in future Working Parents Network events please contact Karin Friedli [k.friedli1@herts.ac.uk](mailto:k.friedli1@herts.ac.uk)
16th June – Work/Life balance session. Please contact Laura Davidson-Dean if you would like to attend l.r.davidson-dean@herts.ac.uk

Department liaisons for Athena SWAN

The following people will cascade information within your departments and teams about Athena SWAN and feedback to the SAT with news about individuals or groups. So, for example, if you are having a team away day or your students are planning a get together, why not let us know via your liaison person - we could come along to give a talk about our Athena SWAN priorities or consult with your team or students to gain their views on key issues such as career planning and flexible working. Let us know of team, student or individual successes too please!

Adult Nursing and Primary Care: Carys Armstrong-Griffiths c.armstrong-griffiths@herts.ac.uk
CRIAPPACC: Tina Gibbons t.a.gibbons@herts.ac.uk
Midwifery: Lyn Dolby l.dolby@herts.ac.uk and Annabel Jay a.m.1.jay@herts.ac.uk
Nursing (Children’s, Learning Disabilities, Mental Health) and Social Work: Brian Littlechild (b.littlechild@herts.ac.uk)
Paramedic: Teresa Groves t.groves@herts.ac.uk
Radiography: Meera Sharma m.2.sharma@herts.ac.uk
Radiotherapy: Lynne Gordon l.gordon@herts.ac.uk
Physiotherapy: Anna Anders A.Anders@herts.ac.uk
Postgraduate AHP: James Busby j.busby@herts.ac.uk

Would you like to be more confident at interview?

One barrier for staff putting themselves forward for vacant or new roles might be a fear of the interview process or lack of confidence to ‘aim higher’. Perhaps it is a number of years since you attended an interview? HR run workshops for interviewers to become more skilled – but equally they need volunteers to be interviewed during these workshops and these are an ideal way to brush up on your skills before being interviewed for a ‘real’ role. The next workshop is planned for Thursday 9th June 2016 – if you would like to volunteer to be interviewed please contact Jo Brown in HR (j.4.brown@herts.ac.uk).

Email etiquette

You will shortly be asked to complete a staff survey to help us gather data for our Silver application. One issue we are keen to solicit views on is email etiquette – would you prefer colleagues not to send emails requiring action during evenings and weekends? Or would this simply create a greater deluge of email during core working hours? We await your response. In the meantime did you know that you can delay an email being sent after it is written? Here’s how:

1. After typing the message, go to the Options tab, in the More Options group, click Delay Delivery.
2. Click Message Options.
3. Under Delivery options, select the ‘Do not deliver before’ check box, and then click the delivery date and time that you want.

After you click Send, the message remains in the Outbox folder until the stated delivery time. [Tip: if you set the time too far in advance this does not work so experiment to find the optimum time to set for delivery]

**HSK staff – celebrating academic, professional and personal achievements**

Kayleigh Chester is a part time research assistant in CRIPACC, working in the Health Behaviour in School-Aged Children survey team. She is also a part-time PhD student focusing on the issue of relational bullying among girls and boys. She was nominated for and subsequently won one of this year’s Dean’s Awards in the category of Professionalism, Employability and Enterprise to acknowledge the professional and enthusiastic way she participates in the Athena SWAN SAT. Very well done Kayleigh! Kayleigh received her award from the Dean at a ceremony in March.

**Snippets and news**

**CaféTech** = A new regular lunchtime get together for Technical Staff at UH – please email Jon Woollard for further details ([j.woollard@hert.ac.uk](mailto:j.woollard@hert.ac.uk)).

**Introduction to Trans Awareness Workshops. All staff encouraged to attend.** The workshops aim to raise awareness of trans identities, explore the key terms and uses of language around gender and sexual orientation, offer insights into the legislation around rights and responsibilities in relation to trans identities. Forthcoming workshop dates are Wednesday 25th May from 13:30-16:30, Monday 13th June from 10:00-13:00. Email Jo Prescott to book a place: ([j.prescott1@herts.ac.uk](mailto:j.prescott1@herts.ac.uk))

**Why is Gender Identity so Important?** Watch this film for one person’s view and experience [https://youtu.be/IFBU7h7fqLc](https://youtu.be/IFBU7h7fqLc)


The next Athena SWAN newsletter will be published in the summer. Remember - when you are sent a link to the Athena SWAN staff survey please participate! All academic, professional and technical staff are eligible and there will also be a chance to talk to us during focus groups in early summer.

The Athena SWAN School Assessment Team

Chair Karen Beeton ([k.s.beeton@herts.ac.uk](mailto:k.s.beeton@herts.ac.uk)); Champion Wendy Wills ([w.j.wills@herts.ac.uk](mailto:w.j.wills@herts.ac.uk)).